

## **NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION**

Location: 222 Sheep Davis Road, Concord, NH  
Mailing Address: 33 Hazen Drive, Concord, NH 03305  
Telephone: 603-271-2661  
Toll Free: 1-800-371-4503  
Fax: 603-271-1091

### **MINUTES OF MEETING**

**April 1, 2004**

*(Approved)*

Members Present: Ronald O'Keefe, Scott Weden, David Duquette, Stephen Carrier, Roger Hatfield, Al Burbank, John Hoglund, Peter Russell, Joseph Butts, Corey Landry, Richard Mason.

Members Absent: Edward Murdough, Karen Schlitzer, Earl Sweeney, J. William Degnan.

Others Present: *Division of Fire Standards & Training Staff*--Bruce McPherson, Bureau Chief; Dean Chandler, Captain; Susan Beaudoin, Recording Secretary.  
*Forest Protection Bureau*—John Dodge.

#### **I. CALL TO ORDER**

**Item 1. Pledge of Allegiance to Flag.** The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair David Duquette at 10:02 a.m. on Thursday, April 1, 2004 at the Richard M. Flynn Fire Academy. The Pledge of Allegiance to the Flag was recited.

#### **II. APPROVAL OF MINUTES**

**Item 1. March 4, 2004.** *Motion* was made by Commissioner Landry, seconded by Commissioner O'Keefe, to accept the Minutes of the March 4, 2004 Commission meeting with one correction: Page 6, IV—Committee Reports, Item 1, (b), (1), delete the word “take” in the second half of the sentence.  
Motion passed unanimously.

### III. CHAIR'S REMARKS

Chair Duquette said that he had no remarks at this time.

### IV. COMMITTEE REPORTS

**Item 1. Emergency Medical Services Liaison.** Chair Duquette reported on the following items that were discussed at the last EMS Coordinating Board meeting:

- (a) Protocols are the issue at hand.

Director Mason reported that there is to be a special committee appointed by Commissioner Flynn to look at the protocols. Because there are such varying interpretations, should there be one statewide protocol for ALS providers or should there still be room for local options. Commissioner Flynn has the authority under RSA 153:A to appoint ad hoc committees. The committee will have paramedic representation that is not on the EMS boards. Dr. Albertson will be asked to sit on the committee because he is heading the protocol lead anyway, and he is the Vice Chair of the Medical Control Board and an ER physician at Portsmouth Regional. He may not be a voting member. The whole reason Commissioner Flynn is doing that is that it is the easiest way to come up with a solution without having more open confrontations.

- (b) Regarding the Trauma and Emergency Medical Services Information assistance program (TEMSIS), they are working toward some funding to come up with a new program. They are looking at doing four pilot programs for that. Basically it is the EMS version of the 902 INFIRS system for the fire side.

**Item 2. Fire Marshal's Office.** Acting Director Degnan was not present.

**Item 3. Forest Protection Bureau.** Chair Duquette announced that Chief Robert "Bud" Nelson's retirement from the Bureau was effective March 1, 2004. There is a surprise retirement party for him this Saturday night, April 3.

Chair Duquette introduced John Dodge, Regional Ranger from the Forest Protection Bureau, who will be reporting for that Bureau today.

- (1) In reference to their two new Forest Ranger positions, one of them has been put on hold because of the budget restrictions. They have made an offer for one of the positions and it has been accepted by Eleanor Mardin, effective April

16. She was a Lieutenant with the Plymouth Fire Department. She will cover their new District 19.
- (2) The evaluation process for the Warden and Deputy Warden reappointment process is in full swing among the District Rangers utilizing a standardized form statewide. It's not quite a personnel evaluation so much as a program evaluation as to how the Warden/Deputy Warden is administering the State and town programs within the jurisdictions.
- (3) The fire towers are to be opened, even given the budget cuts, with the open positions they still have, including Chief Nelson's. They have met the required ten percent budget cut without having to have any layoffs or canceling any of their programs. They do intend to start the fire tower patrol and the air patrol program possibly as early as next Friday, April 9, or no later than the end of April.

**Item 4. Emergency Preparedness and Security.** Commissioner Landry reported that the Emergency Preparedness and Security Council met at the Police Academy last month. They are meeting here at the Fire Academy this month, on Monday, April 5.

Commissioner Burbank asked if he was replaced on that Council; Director Mason answered that he was not replaced yet.

**Item 5. Curriculum Review.** Chair Duquette reported that the Curriculum Status Report is in each Commission member's packet and is as follows:

- (a) Driver/Operator Series:
- (1) Pumps:  
Classes are in progress with Bedford at this point.
- (b) Hazardous Materials Series:
- (1) Operations:  
This program is well underway at this point with no problems reported.
- (2) Technician:  
The trailer is proving to be a valuable asset and will be an on-going work in progress.
- (c) Aircraft Rescue & Fire Fighting:  
We have just completed the first 40-hour certification class and will be meeting soon to evaluate the course delivery. For the moment the program was successful. A 40-hour program is planned for mid June with a number of eight-hour re-certification classes planned as well.
- (d) NFPA 1030 Series:

- (1) NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners--A class has been scheduled in Goffstown this winter. At this point classes will be scheduled periodically as they consistently fill up. We are ready for Inspector II visiting committee soon.
- (2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator is in progress and looking at two separate programs, a one-week course for firefighters, and a two-week course for fire investigators. At this point it looks as though the New York curriculum is being considered for both classes.

Commissioner Duquette asked who would be the Division's liaison for the Investigator Visiting Committee. Captain Chandler replied that it would program be him. Chair Duquette said that we don't want them to come back without all the pieces in place.

- (3) NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator will probably follow the 1033 standard.
- (e) Rescue Series:
- (1) Structural Collapse:  
No pilots scheduled as yet.
  - (2) Confined Space:  
The September class went well with a trip to Merrimack to use the confined space trailer prop as it could not be delivered on site. A class is currently in progress in Exeter.
- (f) NFPA Series:
- (1) NFPA 1001 FIREFIGHTER I AND FIREFIGHTER II:  
This committee has met twice and will have a third meeting shortly, and is considering only minor changes. There will be no changes in hours. They are looking forward to presenting this curriculum in May or June.

Commissioner Butts reported that the NFPA 1001 Firefighter I & II Visiting Committee has met twice and is scheduled to meet again on April 6. They are considering some major changes. Some sections of the current program exceed the Standard, and some parts fall short.

Commissioner Butts said that he is on the Rope Standards Visiting Committee, and he will gladly represent the Commission on that Committee also. So far the hours remain the same, but the modules are moved around. Rappelling doesn't say they have to do that in Firefighter II.

- SCBA is increased. The same material will be taught but in a different sequence. Director Mason said that rappelling was not taught because it was fun. Commissioner Butts said that it is in the ITRS program and the Rope program.
- (2) NFPA 1021 FIRE OFFICER:  
This committee is moving right along well, nearing completion.

Chair Duquette reported that the Fire Officer I and II programs have been updated. Commissioner O'Keefe distributed copies of the *Visiting Committee Report—NFPA 1021 Fire Officer I & II*, along with the March 24, 2004 *Pilot Program Checklist* which was completed by Captain Dean Chandler.

Commissioner O'Keefe said that the Visiting Committee agreed to an eight step process to update the current program, and they are now on step six, which is to bring the proposal to the Commission for approval. What they are proposing is an update to our program, not a brand new program. They are looking at June 14-15, 2004 for a train-the-trainer. They would like to offer the first pilot at the Fire Academy in September or October 2004, and the second pilot at another location in either February or March 2005. It can be done in modular format. It meets all the intents of 1021.

Commissioner O'Keefe gave special thanks to Captain Chandler for all his dedicated work, and also to all the Visiting Committee members.

Director Mason asked if we have any pending requests for the program in the field right now. Captain Chandler replied tentatively we do; he explained that we have interest, not a request. Director Mason requested that we waive the requirement of one pilot program in the field as it is difficult to run that way, and we currently have no requests. We could run the second pilot here unless we have a request from the field.

**Motion** by Commissioner Russell, seconded by Commissioner Landry, to approve two Fire Officer I & II pilot programs, and to waive the field pilot program if necessary and hold both pilot programs at the Fire Academy.

Commissioner Burbank asked if there is a reason we have to waive the field program. Director Mason answered that this is a 125 hour program. If we have an opportunity to do it in the field like we do it here, in three weeks with one week on, one week off, we will do it. Captain Chandler said that we have presented field programs in Amherst, Nashua, and Salem.

Motion passed unanimously.

Commissioner Carrier asked if the Fire Officer I & II program has to go before the Curriculum Committee before coming to the full Commission. Chair Duquette explained that, because it was an update, the Visiting Committee doesn't have to go before the Curriculum Committee.

Director Mason suggested that the staff liaison email the Curriculum Committee to see if they want to review the program.

(3) NFPA 1041 INSTRUCTOR:

This committee is in a discussion over Instructor, Instructor II, and perhaps Instructor III curricula at this time. With the addition of approximately 12 hours, this may be a reality.

(g) Other:

(1) Visiting Committees for the following in accordance with the Commission vote on February 3, 1999 are about to commence in the near future once the committees are established. Hopefully to be established this meeting.

(i) NFPA 1002 Aerial Apparatus needs to be brought on line as soon as possible.

(ii) NFPA 472 Hazardous Materials Decontamination is currently being revised by Dave Jones and Captain Anderson, adding Weapons of Mass Destruction to make it current.

**Item 6. Retreat Committee.** Commissioner Murdough was not present. Chair Duquette reminded everyone that the questionnaire for the Retreat needs to be completed. Director Mason said that the questionnaire was mailed out to the Commission members yesterday, March 31. Chair Duquette said there are some interesting questions. He said everyone needs to think about the questions and have the questionnaire done by May to give to Commissioner Murdough. The questionnaires may be hand written.

## V. REPORT OF THE DIRECTOR

**Item 1. Director's Report #80.** The Director's Report was as follows:

- (a) *LAST ROUND FIRE ACT GRANT:*  
The Rindge Fire Department was the last New Hampshire community to receive a Fire Act Grant this year. They were awarded \$85,793 for fire operations and safety, bringing the New Hampshire total to \$4,484,949. The deadline for the next Fire Act Grant is tomorrow (4/2/04) at 5 p.m.
- (b) *COMMISSION BOOK UPDATES:*  
The following changes were made in your binders:
  - Section 1 – replaced RSAs;
  - Section 4 – added advice information regarding C2F2, waivers, and officers' hiring and educational requirements;
  - Section 7 – replaced membership list and committee rosters;
  - Section 9 – added curriculum development and approval guide.
- (c) *DAYLIGHT SAVINGS TIME:*  
Remember on April 4, 2004 at 0200 to change your clocks ahead an hour. It is also a good time to maintain your smoke and co detectors (cleanliness, operation, and battery).
- (d) *PRIMEDIA GRANT:*  
Imagine 24 hours of available training in every fire department, seven days a week, 52 weeks a year! It is a reality thanks to a grant, which is providing Fire & Emergency Training Network (FETN) for every NH fire department for a year!
- (e) *NHAFC ANNUAL MEETING:*  
The annual meeting of the NH Association of Fire Chiefs will be April 8, 2004 at the Fire Academy. Dinner will be \$22.00 and should be submitted to Dale Boyd as soon as possible. There will be demonstrations and booths starting at 2:30 p.m., a non-cocktail hour at 5:00 p.m., and dinner at 6:00. The annual meeting will follow.
- (f) *G & C BREAKFAST:*  
The Governor & Executive Council had a breakfast meeting with the Department of Safety Commissioners and Directors on March 24, 2004 at the Hazen Drive building. This was just prior to their regular meeting.
- (g) *CONNECTICUT VISITORS:*  
On March 11 Chief Richard McDonough of Southington, CT and Retired Chief Charlie McInerney of Middletown, CT visited our Academy. Both were very impressed and hope to bring some ideas back to their communities.
- (h) *LEGISLATION:*

SB 432 – Safety organization – only real impact is changing our name to the Division of Fire Standards & Training and Emergency Medical Services. In the House ED&A Committee presently (passed Senate).

SB 380 – Statewide Incident Command System which is in the House ED&A Committee presently (Senate passed).

HB 1401 – Preemptive devices to override traffic controls (i.e., opticom transmitters) is in the Senate Transportation Committee (House passed). Bill will make possession and use of these a misdemeanor.

Other items discussed were:

- (i) *Stone-Lined Water Heater:* When the dormitory was originally built seven years ago, we asked at the contractor's meeting if it was really smart to install a 300-gallon water heater in a building where you would either have to take the building apart or the water heater apart to remove it if it leaks. We were assured that it was stone-lined and would never have any problems, which is now a \$25,000 project for us. We have not had hot water in the old section for the last two weeks.

Director Mason said that he is very seriously contemplating going to legal people at the Department of Safety because there is a list of 12 problem items in the fire station and in the dormitory. He noted that we are supposed to be able to hold graduations with 200 people in the Commission's meeting room, but it's a 7-½ foot ceiling. If we put in a riser, we would be hitting the ceiling.

- (j) *EFO Program:* Chief Rosolen is at the National Fire Academy for his third class in the Executive Fire Officer program.
- (k) *Car Accident:* EMS Licensing Coordinator Tammy Fortier's daughter was in a car accident in Boscawen this past weekend. She is in Hitchcock in stable condition and her boyfriend, a service person, passed away in that accident.
- (l) *Chief Collapses:* Chief Valley in Somersworth collapsed at a fire Saturday night, went into cardiac arrest. He was operated on two days ago in Portsmouth, and is recovering reasonably well.
- (m) *Killed in Montana:* Corey Darling, the military man who was killed in a car accident off duty in Montana, was a classmate of Director Mason's son. Corey's stepfather is a Lieutenant on the Portsmouth Fire Department.
- (n) *Fire Officer III & IV:* The first two certifications are in process, the first being Commissioner O'Keefe's, and the second being Director Mason's. Commissioner Carrier's application is in and should be evaluated very shortly.



## **VI. OLD BUSINESS**

**Item 1. Personnel Issue.** Commissioner O'Keefe asked if the personnel issue, which has been previously discussed in nonpublic session, has been completed. Director Mason said it is completed, and he read the letter that was sent to the attorney.

**Item 2. Fire Rules.** Chair Duquette said that the Fire Rules Committee will meet ½ hour before the next Commission meeting to discuss the issues.

## **VII. NEW BUSINESS**

None.

## **VIII. GOOD OF THE ORDER**

**Item 1. House Fire.** Chair Duquette reported that recently Dover had two firefighters get hurt, and one is a part-time employee at the Fire Academy. Chair Duquette said he had received a telephone call from a very irate citizen who had been told by dispatch that he couldn't burn. The officer of the day determines between 4:30 and 5:00 p.m. if it is going to be too windy to burn that night, and Chair Duquette had decided there shouldn't be any burn permits that night because of 30 to 40 mph winds. Later that evening a grandson of owners of very expensive property on Dover Point was sitting out on the back deck with a cigarette, put the cigarette in a plastic ashtray or cup, and went back into the house. The cigarette had started a fire that completely consumed the deck, went up the back of the house, got into the attic. The smoke coming down from the attic caused the smoke detectors to go off.

When the fire department arrived, the roof was fully involved and the back of the house was going. It hadn't gotten into the main body of the house yet. The first in crew had a hose line at the front door; they had full turnout gear on; they were waiting for the line to be charged. The officer was standing right there; he was a Fire Office program graduate. He told everyone to stay down until the line was charged. The front door was open, they could see right through the house to the sliding glass doors, and they saw no fire in the house at all. Just prior to the line getting charged, the sliding glass doors blew out, and the wind was blowing about 40 mph into the house. The firefighters were crouched

down outside the door, which was three or four steps below grade. When the fire came out the front door, it went 30 feet across the driveway and burned a pine tree on the other side. As soon as that died down, all the aluminum on the gutters over the door and the flashing of the roof dropped down on these guys; they got covered with liquid aluminum. If they hadn't had their full turnout gear on and gloves, and if they hadn't waited for the line to charge, it would have been really, really serious. The one who got burned the worst only got burned where the aluminum stuck to his gear. So this is a good testament as to how important it is to be ready to go in and wait for the hose line. If there had been a unit in the building when that happened, they wouldn't have survived it.

**Item 2. Firefighters' Memorial.** Commissioner Butts asked if the Firefighters' Memorial is still being considered at the Fire Academy. Director Mason answered that it is, but that a new location has to be found on the property because the new building is to be erected on the proposed Memorial site. One suggestion is by the white birch trees behind the fire station. We may wait until the new building is done.

Commissioner Burbank reported that at the State Firemen's Association Executive Board meeting it was brought up that several communities have offered some real nice places for the Memorial. He noted that the perception is that they are getting the run around. Director Mason said that this is the first he has heard about it, and he will contact Chief Sandy Young.

Commissioner Hatfield suggested placing the Memorial in a courtyard behind the dormitory. Commissioner Burbank asked how much space we are talking about, 100 feet by 100 feet or a half acre. He said he hasn't seen the conceptual drawing. He noted that there is no doubt that people would like to have it here. Director Mason said that he doesn't think that behind the dormitory is the place to put it; where you want it is some place where it's very visible from the campus, but secluded enough so someone could sit to contemplate.

Commissioner Hatfield stated that there is a meeting on April 16 in Charlestown. Commissioner Burbank said he would put this item on the agenda. Director Mason said he would try to attend or send a representative.

Commissioner Butts said that Commissioner Russell suggested that we move the fence that is between the dormitory and the administration building, and place the Memorial on that flat area.

**Item 3. Chief Roger Hatfield.** Chair Duquette stated that several years ago, he sat on the Oral Board for Assistant Superintendent of Training in Nashua. One of the candidates who came through was devastated because he didn't finish first. Now some 16 years later he is the Chief of the Nashua Fire Department. He congratulated Commissioner Hatfield, who then received a round of applause.

## **IX. ADJOURNMENT**

**Motion** by Commissioner Burbank, seconded by Commissioner Landry, to adjourn at 11:01 a.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 04/01/04
2. Director's Report #80
3. US Fire Administration FY 2003 Award Recipients through 02/20/04
4. US Fire Administration FY 2004 Grant Applicant Workshop Schedule for Region I
5. Fire-Act Grant Workshops in NH 02/16/04-03/17/04
6. Number of Personnel Certified in NH 07/01/30 to 03/31/04
7. Curriculum Status Report 04/01/04
8. US Fire Administration FY 2003 Award Recipients through 03/05/04
9. Visiting Committee Report:--NFPA 1021 Fire Officer I and II with Pilot Program Checklist
10. Minutes of Meeting 03/04/04—Draft